

The **Parks and Recreation Board** met Monday, October 18, 2004 at 4:30 pm at the Riverside Skating Center.

Present at said meeting were Mike Dana, Paula Woods, Leon Trachtman, Nancy Offutt and Attorney John Sorensen. Joe Payne, Brenda Lorenz, Lee Booth, Brian Tunis and Cheryl Kolb represented the Department. Council members Ann Hunt and Gil Satterly were present. Absent were Park Board member Garnet Peck, Council member Gerry Keen, Department personnel Chris Foley and Pennie Ainsworth.

Mike convened the Board at 4:35 pm.

The first item on the agenda was the approval of the minutes of the September 20 meeting. Leon motioned the minutes be approved as presented. Paula seconded the motion, and the motion carried.

Superintendent – Joe reported on the following:

- Noted the Council Report was included in the mailing.
- Pictures were passed around table showing Cattail Trail.
- Joe offered to give a tour of the Brown St. Overlook project following the meeting for any interested persons.
- Noted various plans for projects were on display for anyone interested in viewing.

Assistant Superintendent – N/A

Riverside Skating Center Manager –

Sue passed out season ice schedules and highlighted opening day November 26, along with a couple of planned special events, such as the City Employee Skate night (used as a dry run for rink employees) November 22, weather permitting, and Skate with Santa planned for December 18.

Parks – Lee reported on the following:

- Noted the inspections were available.
- Completed Dubois Park playground.
- General cleanup around maintenance barn.
- Installation of numerous bollards around various areas on the trail system has taken place.
- Preparing winter equipment for the season.

Recreation – N/A

Morton Center – Brenda reported on the following:

- The Morton Center registration total for the fall session is now 1,380, which is a slight decrease over last year's October registration of 1,417.
 - WALLA classes began today and will meet Monday through Thursday for the next four weeks.
 - The library has moved out of room 102 and 104, although they are still renting room 100. The parking garage is expected to open sometime this week.

Beautification & Stewardship – Brian reported on the following:

- Have been watering up to this point, but hopeful that will end soon.

- Trim/prune trees: several projects with the Tree Fund and the new trail crossing at Cumberland Ave.
- Have worked with Ramon (BFS) & Rose Landscaping concerning replacement landscaping around the Cumberland complex.
- Have been working with Joe & Slusser's Landscaping pertaining to contract landscaping at Celery Bog Nature Area and Cumberland complex.
- Working on replanting salvaged grasses (landscaping) from Morton.

Old Business

A. Pony Baseball Proposal

Bob McCullough began by thanking the Board personally for the trail system added to the City, noting that he uses it frequently. Mr. McCullough continued by presenting the West Lafayette Pony League's request for use of the south Arni Cohen Softball Field. Following the request, discussion took place amongst the interested parties. Paula motioned to approve the West Lafayette Pony League's use of the south ball field as presented in the proposed use agreement, noting that a meeting with the staff to define all of the particulars later will need to take place. Leon seconded the motion, and the motion carried.

B. Rental Policy

Joe thanked Brenda for working on the rental policy and noted the only changes were a post construction increase in the Lilly Nature Center fee structure and the determination of a 50% reduced rate for shelter fees for any School Corporation sponsored event. Council member Ann Hunt requested waiver recognition to be noted for the Master Gardeners due to their provision of volunteers that help oversee the Lilly Nature Center. Mike suggested we add verbiage to reduce the number of waiver requests received, so that we may try to discourage the requests at an early stage. Discussion followed pertaining to the various card groups using the Morton facility and the \$0.50 fee per player currently imposed on them. The Board discussed implementing a policy specific to the card groups at a later time. It was decided to make the suggested changes in the policy for final consideration at the November Park Board meeting.

C. West Lafayette Youth Council Request

Brenda provided an update about the Youth Council's interest in renting the Riverside Skating Center for an ice skating event. The Youth Council will be contacting various community organizations via letter, notifying them of the event particulars, most importantly, that the event will be limited to the first 110 persons (maximum capacity of building) to respond. We will notify the Youth Council of our expectations of securing a specific date for rental of the facility, noting the previous dates discussed were 01/08/05 or 01/15/05, 10:00a-12:00p, in addition to making sure the Youth Council is aware they are completely responsible for maintaining the maximum at 110. Following the update, there was concern expressed pertaining to the maximum number of participants. A suggestion to hold two, one-hour sessions of 110 each, rather than one two-hour session, might help alleviate the potential problem of having to turn interested youth away. This would allow us the opportunity to serve 220 kids, as opposed to 110. Also suggested was the thought of having them print a coupon listing the appropriate skate time on each coupon, having each participant provide a coupon upon entering the facility. By handling it this way, the maximum attendees would be pre-monitored prior to

the event. Exactly how the West Lafayette Youth Council decides to distribute the coupons would be their responsibility. This would eliminate responsibility placed on our department staff. By allowing two groups of 110 to skate on this day for one hour each, it would require a small adjustment to the two-hour rental time of the facility, which we could provide at no additional cost to the group. Paula motioned to approve the arrangement, noting the Parks & Recreation staff would be in charge of finalizing the arrangements with the West Lafayette Youth Council. Leon seconded the motion, and the motion carried.

Farmers Market Proposal

Larry Oates, a representative for the Farmers Market, presented background pertaining to how and when the idea developed. Discussion followed the presentation, with Nancy Offutt requesting Mr. Oates to add an item to his proposal dealing specifically with safety issues and to make a presentation to the school board before a vote is taken. Following that request, Mike noted the Park Board holds the authority for the vote of the allowance or non-allowance of the event. The consensus of the Board was that they were supportive of the idea. Mr. Oates stated he would provide the draft agreements for John Sorensen's review.

Food Co-op Proposal

Brenda presented a proposal from the Food Co-op requesting to rent a room to distribute food. It would require a semi to unload at Morton for approximately one hour. Unfortunately, we would not know the time of the delivery until the day before arrival, which would also place uncertainty on the room rental phase of the request. Paula motioned the proposal as presented, be rejected, as it would not be in the best interest of the facility. Leon seconded the motion, and the motion carried.

New Business

Resolution BPR 2 - 04

Joe presented a resolution for the transfer of funds. Leon motioned to approve the Resolution. Paula seconded the motion, and the motion carried.

West Lafayette School Board

Nancy distributed copies of a press release pertaining to the future of Happy Hollow School. She also distributed copies of the West Lafayette Community School Corporation Financial Summary, pointing out the deficit that awaits the School Corporation by the year 2008.

Wabash River Parkway Commission

Paula and Joe provided a brief update on the Wabash River Enhancement Corporation activities.

Other

West Lafayette Parks & Recreation Foundation Appointee

Joe reported that Lowell Hardin has been recommended to be appointed to the West Lafayette Parks & Recreation Foundation. Dr. Hardin has expressed a willingness to serve on the Foundation Board. Leon motioned to approve the appointment of Lowell

Hardin to the West Lafayette Parks & Recreation Foundation as presented. Nancy seconded the motion, and the motion carried.

Cumberland Fall Festival

Sue presented a request Pennie received from Cumberland Elementary, asking for a donation of ten free admission/skate rental passes, total value \$50.00, to be given away as prizes at the school's Fall Festival. Nancy motioned to approve the request for ten free admission/skate rental passes as presented. Leon seconded the motion, and the motion carried.

Riverside Skating Center

Sue reported on the Purdue Rowing Alumni event held on Friday, October 15. She reported the event was very nice, as was the group using the facility. Sue continued by discussing various promotional ideas, referring to the handout provided, that she has put together for the upcoming ice season. She noted the only event that would require Board approval would be the night of "Cheap Skate", explaining that evening is one that does not currently draw many patrons. The idea is to help promote the facility, draw more patrons, and hope for return of those patrons on other nights, once they experience the rink. In order to have "Cheap Skate" night, Sue is promoting skate rental be included with the admission price. Paula motioned to approve "Cheap Skate" night as presented. Leon seconded the motion, and the motion carried.

Catherwood Gardens

Joe presented information to the Board regarding plans for the Catherwood Gardens planned development, plans to donate property in and along Mascouten Park to the Park Board. He also noted plans were available for viewing of the Brown Street/Tapawingo Drive intersection renovation.

Purchase Orders

N/A

Pay Claims

Leon motioned that claims be paid. Paula seconded the motion, and the motion carried.

Adjourn

The meeting adjourned at 7:00pm.

Presiding Officer

Secretary